



National Treasurer - overview of the role

The Treasurer is responsible for the financial supervision of BACH.
To assist the National Officers and NEC to provide good financial governance.
To provide effective oversight & governance of BACH in meeting the organisation's aims & objectives.

Oversee the Business Manager preparation of annual budgets, planning for the organisations financial future and monitoring the organisations revenue and expenditure.

Pay all accounts where there could be a conflict of interest of the Business Manager or Chair.

Desirable attributes for the National Treasurer

Possess a level of financial expertise or the willingness to learn it.
Be available and willing to handle or advise on financial matters as they arise.
Honest, trustworthy and able to gain the confidence the NEC.

Specific duties include but are not limited to those below

Oversee all financial affairs of BACH

Provide advice to the committee on its finances

Review of financial policies and procedures.

Work with the Business Manager to develop the annual budget

Support the provision of transparent financial information to the NEC and Members in line with the guidance for Independent Examination.

Review and report on the pay and conditions of the support team.

Support any required auditing processes.

Oversee the maintenance of accurate records of all income and expenditure.

Be a signatory on organisation bank account(s) and regularly check the bank statements.

Manage the investments and cash reserves on behalf of the NEC.